



**Iowa Department of Public Health
Immunization Registry Information System (IRIS)
Adding Additional COVID-19 Vaccine Inventory
December 28, 2020**

The Food and Drug Administration (FDA) has advised it is acceptable to use every full dose of COVID-19 vaccine obtainable from each vial of vaccine. However, since the COVID-19 vaccines do not contain preservatives, it is critical to note any further remaining vaccine that does not constitute a full dose should not be pooled from multiple vials to create a dose. The following scenarios may be utilized to determine if additional vaccine inventory adjustments are required.

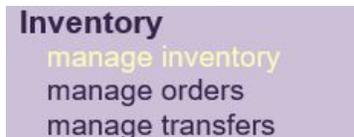
Scenario 1 - Documenting Doses via Data Exchange

It is NOT necessary for healthcare provider organizations conducting electronic data exchange to add additional vaccine doses to inventory. Vaccine doses sent via data exchange will document appropriately to IRIS. Contact the IRIS Help Desk at 800-374-3958 with questions regarding electronic data exchange.

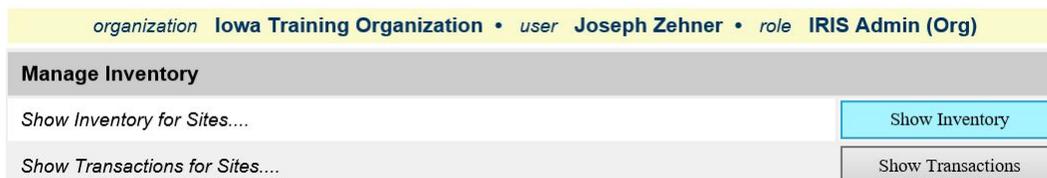
Scenario 2 - Documenting Doses via Manual Data Entry

IRIS vaccine inventory can be adjusted to add additional COVID-19 vaccine doses beyond the anticipated vaccine doses per vial. The additional vaccine inventory must be added prior to documenting vaccine doses via manual data entry. COVID-19 vaccine doses administered from IRIS inventory will not deduct if the inventory value is zero. It is critical to adjust IRIS inventory to account for these instances. Please use the following instructions below to adjust IRIS vaccine inventory. Contact the IRIS Help Desk at 800-374-3958 with questions regarding vaccine inventory.

1. Select the 'manage inventory' link under the Inventory section on the left menu panel.



2. Select the 'Show Inventory' button.



- On the Manage Inventory page, select the 'Non-Expired' radio button.

Manage Inventory

Add Inventory for Site (Iowa Training Organization - ITO1 - Z77000)....

Modify Quantity On Hand for Selected Sites....

Show Transactions for Sites....

Return to the Previous Screen....

Site: Iowa Training Organization Show Active Inactive Non-Expired Expired

Select	Trade Name	Lot Number	Inv On Hand	Active	VFC	Exp Date
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- Search for the appropriate vaccine lot number. Inactive lots are displayed in red. After locating the lot number, select the blue trade name link.

<input type="checkbox"/>	Moderna COVID-19 Vaccine	IA9098-23	0	N	Y	01/01/2069
<input type="checkbox"/>	Moderna COVID-19 Vaccine	ERT4567	200	Y	Y	08/26/2069
<input type="checkbox"/>	Pfizer COVID-19 Vaccine	EH9899	98	Y	Y	01/01/2069
<input type="checkbox"/>	Pfizer COVID-19 Vaccine	DEF456	965	Y	Y	01/01/2069
<input type="checkbox"/>	Pfizer COVID-19 Vaccine	FGT543	0	N	Y	01/01/2069
<input type="checkbox"/>	Pfizer COVID-19 Vaccine	COVID123	10	Y	Y	11/23/2099

- On the Edit Inventory page, navigate to the Modify Quantity On Hand section.
 - Select the action of 'Add'.
 - Type the number of doses being added to the lot number.
 - Select the 'New Shipment' reason from the Reason dropdown menu.
 - Change the Lot Active field from No to Yes.
 - Select the 'Save' button.

Edit Vaccine Inventory Information

Site: Iowa Training Organization

Trade Name: Pfizer COVID-19 Vaccine

Manufacturer: Pfizer-Wyeth

NDC: 59267-1000-02

CARTON, 195 MULTI-DOSE VIALS

Lot Number: FGT543

Dose: 0.3

Expiration Date: 01/01/2069

VFC: Yes

Lot Active: Yes

Quantity on Hand: 0

Cost Per Dose (\$):

Modify Quantity On Hand

Action: Add

Amount: 1

Reason: New Shipment

6. The page will update and the message, 'Inventory was updated successfully' will display in red at the bottom of the page. The Quantity on Hand will display the updated value (number of vaccine doses added), and the Lot Active field will be Yes.

Edit Vaccine Inventory Information	
Site: Iowa Training Organization	<input type="button" value="Save"/>
Trade Name: Pfizer COVID-19 Vaccine <input type="radio"/>	<input type="button" value="Cancel"/>
Manufacturer: Pfizer-Wyeth <input type="radio"/>	<input type="button" value="Add New"/>
NDC: 59267-1000-02	
CARTON, 195 MULTI-DOSE VIALS	
Lot Number: FGT543	
Dose: 0.3	
Expiration Date: 01/01/2069	
VFC: Yes	
Lot Active: Yes	
Quantity on Hand: 1	
Cost Per Dose (\$):	

Modify Quantity On Hand	
Action: Add	
Amount:	
Reason: New Shipment	

inventory was updated successfully.